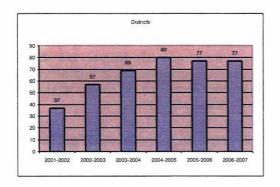
# And the Committee

### **High School Program Report**

July 2007

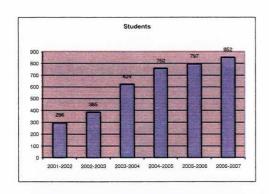
#### S.D. District Participation in E-learning Courses

In 2006-2007, 46% of South Dakota's public school districts received high school courses, bringing the total number of districts served by the high school program to 113 (67%).



#### **High School Student Enrollment**

High school student enrollments continue to grow at a steady rate that should carry over to the 2007-2008 school year.



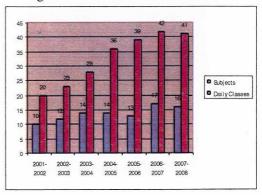




The tuition-free courses for South Dakota's college-bound students include 41 classes daily in 16 subject areas: AP® U.S. History, AP® Calculus AB (DDN and online), AP® English Language and Composition, AP® English Literature and Composition, AP® Physics (online only), Astronomy, Chemistry, Creative Writing, Earth Studies, French I and II, CP Physics (DDN and online), Senior Math, Shakespeare, Spanish I and II.

#### **High School Course Offerings 2001-2008**

(Course offerings for 2007-2008 include three online classes.)



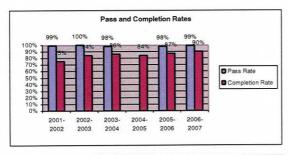
#### 2007-2008 Projections

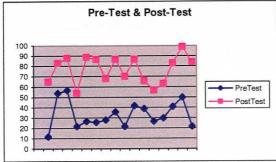
- Sustained, modest growth in student numbers
- Steady level of school participation
- 11 full-time Master Teachers
- Student to teacher ratio of about 22
- 6 studios
- 86% studio utilization

### NSU E-learning: Committed to Responsible Growth Driven by Needs and Priorities, Based on Efficiencies of Staff and Facilities

#### **Monitoring Program Quality**

NSU E-learning annually monitors program statistics including completion and pass rates. During the 2005-2006 school year pre- and post-tests were piloted; that process was adopted in the 2006-2007 school year.





#### **Challenges Met**

- AP courses met College Board audit requirements
- All courses approved for South Dakota Virtual High School
- Web Commander implemented
- Tablet PCs integrated into instructional design and delivery
- Significant scope and sequence work in Spanish I and II

#### In Progress: New Digi-Central

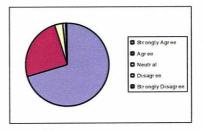




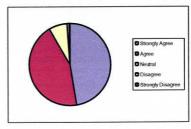
#### **Student Opinion Survey**

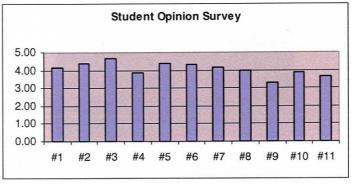
Each year students are surveyed. They answer questions about classes on a scale from 1 (strongly disagree) to 5 (strongly agree) and enter comments. Teachers use these responses along with comments to improve instruction and student services. Two questions are particularly important:

### #3 The instructor appears knowledgeable about the subject matter.



### #5 The instructor appears to be well prepared for each class.







### 2007-08 High School Distance Education Schedule

#### \*\*\*by COURSE\*\*\*

(All times listed are Central time.)

#### Year-long Courses Beginning Fall 2007

AP® U.S. History (Leslie Tebben)

8:25 - 9:15 12:30 - 1:20

AP® Calculus (Mary Cundy)

8:30 - 9:20 9:25 - 10:15

AP® English – Language & Composition (Deanna Mauck)

11:00 - 11:50 12:05 - 12:55

AP® English – Literature & Composition (Deanna Mauck)

9:25 - 10:15

Chemistry (Dave Pierson)

12:30 - 1:20 2:45 - 3:35

French 1 (Seth Pittman)

1:00 - 1:50

French 1 (Leslie Tebben)

7:30 – 8:20 9:25 – 10:15

French 2 (Seth Pittman)

12:00 - 12:50 2:00 - 2:50

Physics - College Prep (Jacki Omland)

7:30 - 8:20 1:50 - 2:40

Physics - College Prep (Dave Pierson)

11:30 - 12:20

Senior Math (Kami Fischbach)

7:30 - 8:20

Senior Math (Dave Pierson)

10:30 - 11:20

Spanish 1 (Paula Wetenkamp)

8:25 - 9:15 1:30 - 2:20 2:30 - 3:20 Spanish 1 (Case-Goetz)

2:30 - 3:20

Spanish 1 (Steve Gough)

8:25 - 9:15 10:30 - 11:20 11:30 - 12:20 3:05 - 3:55

Spanish 1 (Gayla Martens)

1:30 - 2:202:30 - 3:20

Spanish 1 (Karen Rosby)

8:25 - 9:15 2:30 - 3:20

Spanish 2 (Paula Wetenkamp)

7:30 - 8:20

Spanish 2 (Joanna Case-Goetz)

9:20 - 10:10 12:30 - 1:20 1:30 - 2:20

Spanish 2 (Gayla Martens)

9:20 - 10:10 12:30 - 1:20

Spanish 2 (Karen Rosby)

7:30 – 8:20 11:00 – 11:50

One-Semester Courses - Fall 2007

Astronomy (Jacki Omland)

8:30 - 9:20

Creative Writing (Deanna Mauck)

7:30 - 8:20

One-Semester Courses – Spring 2008

Earth Studies (Jacki Omland)

8:30 - 9:20

Shakespeare (Deanna Mauck)

7:30 - 8:20

**Online Courses** 

AP® Calculus (Mary Cundy) AP® Physics (Jacki Omland) CP Physics (Jacki Omland)

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Faulkton Area 24-3 33								
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Florence 14-1	113
Freeman 33-1	111
Garretson 49-4	148
Gayville-Volin 63-1	141
Geddes 11-2	43
Gettysburg 53-1	97
Grant-Deuel 25-3	61
Greater Hoyt 61-4	102
Greater Scott 61-5	88
Gregory 26-4	67
Groton Area 06-6	
Haakon 27-1	70
Hamlin 28-3	11
	120
Hanson 30-1	101
Harding County 31-1	2
Harrisburg 41-2	163
Harrold 32-1	20
Henry 14-2	116
Herreid 10-1	47
Hill City 51-2	76
Hitchcock-Tulare 56-6	49
Hot Springs 23-2	106
Hoven 53-2	18
Howard 48-3	78
Hurley 60-2	108
Huron 02-2	143
Hyde 34-1	28
Ipswich Public 22-6	
Irene 63-2	63
	93
Iroquois 02-3	48
Isabel 20-2	13
Jones County 37-3	12
Kadoka 35-1	14
Kimball 07-2	59
Lake Preston 38-3	85
Langford 45-2	60
Lead-Deadwood 40-1	131
Lemmon 52-2	23
Lennox 41-4	146
Leola 44-2	38
Lyman 42-1	31
Madison Central 39-2	144
Marion 60-3	128
McCook Central 43-7	114
McIntosh 15-1	10
McLaughlin 15-2	
Meade 46-1	40
N. W. C.	75
Menno 33-2	118
Midland 27-2	7
Milbank 25-4	139
Miller Area 29-3	40
Mitchell 17-2	158
Mobridge 62-3	157
Montrose 43-2	119
Mount Vernon 17-3	100
New Underwood 51-3	68
Newell 09-2	24
Northwest 52-3	1
Northwestern Area 56-7	45
Oelrichs 23-3	8
Oldham-Ramona 39-5	57
Tarrioria 00 0	51

Parker 60-4	407
Parkston 33-3	137
Pierre 32-2	130
Plankinton 01-1	155
	65
Platte 11-3	83
Pollock 10-2	34
Polo 29-2	9
Rapid City 51-4	165
Redfield 56-4	109
Rosholt 54-4	91
Roslyn 18-2	54
Rutland 39-4	77
Sanborn Central 55-5	55
Scotland 04-3	87
Selby 62-5	27
Shannon County 65-1	44
Sioux Falls 49-5	168
Sioux Valley 05-5	138
Sisseton 54-2	92
Smee 15-3	90
South Shore 14-3	71
Spearfish 40-2	152
Stanley County 57-1	32
Stickney 01-2	66
Summit 54-6	73
Tea Area 41-5	167
Timber Lake 20-3	25
Todd County 66-1	104
Tripp-Delmont 33-5	84
Tri-Valley 49-6	147
Vermillion 13-1	154
Viborg 60-5	133
Wagner 11-4	132
Wakonda 13-2	
Wall 51-5	86
Warner 06-5	16
	112
Watertown 14-4	159
Waubay 18-3	81
Waverly 14-5	95
Webster 18-4	94
Wessington Springs 36-2	37
West Central 49-7	153
White Lake 01-3	58
White River 47-1	35
Willow Lake 12-3	56
Wilmot 54-7	· 89
Winner 59-2	64
Wolsey-Wessington 02-6	50
Wood 47-2	6
Woonsocket 55-4	69
Yankton 63-3	160



#### NSU Center for Statewide E-learning High School Policies

#### **Academic Standards**

- Courses will be taught by experienced educators certified to teach high school in South Dakota.
- Teachers will be certified in their discipline and preferably hold a Master's or Ph.D. degree.
- Courses will be designed to meet state and national standards for the discipline.
- All courses will have two-way audio/video sessions as well as Internet interaction.
- A variety of teaching and assessment strategies will be employed in each course.
- Course grades will be determined by the Master Teacher and based on the following grading scale:

100-90 = A 89 - 80 = B 79 - 70 = C 69 - 60 = D below 60 = failure.

#### Add/Drop Policy

- There is no penalty to a district if the district decides not to receive a course for which it has preregistered.
- If a district is signed up to receive a course, students from that district will be allowed to enroll in the class any time up to, but not past, the first two weeks of the course.
- If a district is signed up to receive a course, students from that district signed up for the course
  may drop the course without penalty within the first two weeks of the course. Enrolled students
  who drop the course after the two-week grace period, but before completion of the class, will
  receive a "W" for the course in the NSU records. The impact of this failing grade on the student's
  high school GPA will be determined by the student's high school administrators.
- If a student enrolls after the first day of class, but within the two-week grace period, it will be the student's responsibility to make up all missed work.

#### Course Records

- Student scores will be maintained in a WebCT site for all graded activities and tests for each
  course.
- Each student will be able to view his or her grades at any time by accessing the WebCT course site.
- The parents or guardians of each student will be provided with their child's WebCT login and password so that they can monitor the academic progress of their child at any time.
- High school administrators will be given the login and passwords for all students from his/her
  district enrolled in the course so that he/she can review the academic progress of the students at
  any time. Administrators will not have access to records for students from other districts.
- At the conclusion of the course, the percentage earned by the student and the letter grade
  designated by the Master Teacher will be posted on WebCT for view by the student, his/her
  parents, and the appropriate high school administrator.
- The WebCT site records will remain posted and accessible on the Internet for at least one month
  following the conclusion of each course. After this time, a hard copy of the records will be
  maintained in the NSU Center for Statewide E-learning office, and the WebCT site will be deleted.
- The NSU registrar's office will maintain a long-term electronic record of the student participation and final course grades in the student information database.

#### **Course Enrollment Limits**

- Course enrollment will be limited to 30 students per section.
- No more than nine sites (eight districts plus NSU) will be linked together to receive one section of a course.
- If there is high demand for a course, there may be an enrollment limit of ten students per district.
- If demand is high, a district may be limited to receive no more than five courses per year.

#### Sign-up Procedures

- Course availability for the upcoming academic year will be announced in December.
- Announcemen's will be mailed to principals and superintendents of all South Dakota high schools and posted on the DDN and NSU Center for Statewide E-learning Web sites.
- District registrations will be accepted during a one-week registration period each March.
   Registrations received during this period will be accepted according to South Dakota Department of Education's priority ratings based on districts' sparsity and size. After this period, districts will be accepted into courses on a first come-first served basis.
- Districts must designate an e-mentor for their district at the time of application.
- Districts will be sent a confirmation letter verifying their acceptance into a course; until receipt of the confirmation letter, participation in the course is not assured.
- Districts may cancel their registration at any time without penalty; however, we do encourage
  districts to notify our office immediately after deciding to cancel a registration, so we can
  accommodate others on the waiting list.
- When courses are full, districts will be placed on a waiting list and added to courses in the event of a cancellation by another district.

#### Cost

Although the courses are being made available **TUITION-FREE**, there are some costs the districts must absorb if they wish to participate in this program:

- Educational Materials: The Master Teacher at NSU will select a textbook for the course.
   Districts receiving the course will be responsible for providing copies of the textbooks and other related educational materials for each student who is enrolled. In the case of courses such as the lab sciences, the educational supplies may be significant.
- E-mentor: Each school district must assign (and cover the employment cost for) an e-mentor for
  the receiving classroom. The e-mentor will serve as an adult facilitator whenever the class meets
  and work with the Master Teacher throughout the school year. This person may be a teacher's
  aid, school secretary, adult volunteer, or teacher from another discipline with a free period.
  Northern State University will cover the expenses for the e-mentor to travel to NSU to meet with
  the Master Teacher during the summer to learn the skills necessary to serve as a facilitator.
- Computers for Students: To complete the course work, students will need to have access to
  computers and the Internet where course materials will be available through WebCT, other
  Internet multimedia and streaming media resources. (Districts need not purchase this software.)
  Districts should also arrange to have at least one computer in the DDN classroom and arrange
  access through local firewalls.
- Technical Support: The school district must assume responsibility for making sure its DDN studio and computer technology are functional and available to the students when needed. If equipment is broken or not working, the problem will be reported to DDN.
- Lab Kits: The NSU Center for Statewide E-learning will provide kits for those courses that require
  expensive, reusable equipment or educational materials. These kits will be loaned to districts at
  no cost. However, districts will be required to replace items from the kit that are lost or damaged.

#### Student Discipline Policy

- Because distance education demands a maturity level and dedication beyond what is necessary
  under normal circumstances, good behavior, a cooperative attitude, and a serious dedication to
  learning are expected of all students wishing to participate in these courses.
- All students, their parents and the school administrator will be required to sign a <u>Behavior</u>
   <u>Contract</u> in order for the student to participate in a course delivered by the NSU Center for Statewide E-learning.
- Monitoring student behavior and assuring that the students adhere to the conditions of the Behavior Contract and the rules of the local school district are the responsibilities of the high school administrators and their on-site e-mentor.
- NSU reserves the right to bar a student from a course if he or she violates the conditions of the Behavior Contract - this decision is the purview of the Master Teacher.

#### Daily Schedule and Annual Calendar

- Most classes will run for 50 minutes daily (selected AP courses will run for 1 hour and 20 minutes).
- The first class will begin at 7:30 a.m.; the last class will begin at 3:05 p.m. Central Time.
- Students will be expected to adhere to a yearly calendar that will be established for all courses being offered by the NSU Center for Statewide E-learning, with courses beginning in late August and ending in mid-May and having at least 175 class days.

#### • 2007-2008 Academic Calendar for E-learning Center High School Courses

- o Classes begin: August 22, 2007
- o Classes end: May 13, 2008
- o In-service/teacher work days: August 20-21, 2007; May 14-15, 2008
- o Fall 2007 Holidays/Breaks (no class sessions):
  - September 3, 2007 (Labor Day)
  - October 8, 2007 (Native American Day)
  - November 12, 2007 (Veterans' Day)
  - November 22-23, 2007 (Thanksgiving break)
  - December 24, 2007 January 2, 2008 (winter holiday break)
- Classes Resume: January 3, 2008
- Spring 2008 Holidays/Breaks (no class sessions):
  - January 21, 2008 (Martin Luther King Day)
  - February 18, 2008 (President's Day)
  - March 7, 2008 (State Girls' Basketball Tournament)
  - March 14, 2008 (State Boys' Basketball Tournament)
  - March 21-24, 2008 (Easter break)

#### **Academic Assistance**

- Each Master Teacher will hold at least six office hours per week when they will be accessible by phone and e-mail.
- Teaching assistants (either graduate students, undergraduates majoring in the discipline or experts in the field) will be accessible by phone and e-mail on a schedule designated for each course by the Master Teacher.

#### **Academic Eligibility**

All courses from the NSU Center for Statewide E-learning are limited to college-bound high school students who are in good academic standing in their high school, can read at grade level or beyond, and are willing to make a good faith effort to successfully complete the course. Additional eligibility requirements for specific courses are listed below:

- First Year Foreign Language Courses
  - o Grades: 9-12
- Second Year Foreign Language Courses
  - o Grades: 10-12
  - o Grade of C or better in the first year of the foreign language
- CP Courses (course prerequisites, if they exist, are included in course syllabi)
  - o Grades: 11-12
  - AP Courses (course prerequisites, if they exist, are included in course syllabi)
    - o Grades: 12 (advanced or highly qualified juniors will be accepted)

#### **Technical Assistance**

- DDN network tech support Help Line 800-567-8345
  - o 8 a.m. 10:30 p.m.
- NSU Help Desk: phone: 605-626-2283 or 1-866-693-0163 (toll free)



### Northern State University Collaborations



### E-learning Center and School of Education

- 1. All School of Education graduates develop proficiency with e-learning technologies
  - Word processing, presentation and educational software programs
  - · DDN studio technologies
  - · Smart podium technologies
  - Online course management tools
  - · Electronic communication technologies
- 2. All education majors build electronic portfolios that...
  - demonstrate student mastery of instructional technologies
  - allow faculty to assess student mastery of program outcomes
  - document effectiveness of School of Education program for national accreditation
  - provide graduates with a multimedia job search resource showcasing their skills
- 3. Student teachers in rural districts supervised remotely with IP videoconference technology
  - Student teachers have been placed in 29 rural districts.
- 4. Tutors by Distance reading program –desktop IP videoconferencing for remote tutoring
  - Research in remote tutoring is showing remarkable results.
  - NSU students who are learning to teach reading tutor K-12 students using Net Meeting and videoconference technologies under the director of Dr. Houge.
- 5. E-learning Master Teachers teach secondary methods courses in their subject for undergraduates.
- 6. E-learning Center serves as a live learning laboratory for undergraduate and graduate students
  - Student teacher placement with e-learning Master Teachers
  - Undergraduate education majors observe e-learning courses
  - Undergraduates studying to be teachers intern as assistants for Master Teachers
- 7. E-learning studios used for professional development of teachers and counselors in S.D. schools
  - School of Education and e-learning graduate classes
  - ESA service to Region 4 schools
  - ENRICH Grant activities to K-12 teachers with follow-up through e-learning studios
- 8. Connecting School of Education curriculum to rural schools and diverse populations
  - Methods classes have joint lessons with rural schools
  - School of Education projects with Native American, Hutterite and Latino schools
  - Videoconference presentations from national and international experts into School of Education classrooms
- 9. Enrichment to K-12 schools
  - Hands-on science activities between NSU and elementary schools through DDN
  - Music master classes involve music education majors
  - Science fair advising involves NSU science club students

	\$ 906,928 \$ 917,304 \$ 912,419 \$ 912,098 \$ 933,714	Operating Expense 391,268 349,663 332,554 256,268 256,268	Personal Services \$ 515,660 \$ 567,641 \$ 579,865 \$ 655,830 \$ 677,446	Graduate level programs.	Costs for integrations of E-learning across the curriculum, teacher education, and	Total Instructional Cost \$ 444,192 \$ 497,687 \$ 536,660 \$ 768,547 \$ 703,713	85,000	30,000 30,000 30,000 50,000	Tech Fellows 1.0 FTE 35,002 04,270 67,153 74,570 77,797	\$ 356,130 \$ 403,409 \$ 439,507 \$ 535,253 \$ 5	Instructional cost of delivery of high school classes	20.4 19.9 19.9 21.7 21.7	\$ 1,414,991 \$ 1,449,079 \$ 1,680,645 \$ 1,637	Capital Equipment 74,000 159,000 74,000	rials 100,000 100,000 140,336 140,336	211,268 211,268 61,932 61,932	30,000 30,000	238,222 2	40,000 63,724	Salaries \$ 837,120 \$ 867,649 \$ 891,348 \$ 987,431 \$ 1,022,813	Budgets FY02 FY03 FY04 FY05 FY06	Center for Statewide E-learning
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	874,380	205,268	669,112			842,889		60,000	90,091	664,638		21.7	1,717,269	158,268	59,000	15,000	33.000	270,639	79,000	100 36	FY08	



## Technology at NSU

2007

#### **Smart Classrooms: 43**

There are 43 smart classrooms on campus. These classrooms have an LCD projector, a screen and a multimedia teaching podium equipped with a variety of tools including a desktop computer, laptop/tablet connection, document camera and DVD/VHS player. DDN studios are also equipped with 52" HDTVs, and the newest smart classroom is equipped with a 71" HDTV. Newer smart classrooms are equipped with HD capable projectors, as well.

#### General-Use Computer Labs: 4

There are four general-use computer labs with 10 to 31 computers for student use.

General-Use Labs - Building and Room	Number of Computers					
Library 146	25					
Student Center	10					
Technology Center 006	30					
Technology Center 015	31					

NSU also provides students with computer lab space in all residence halls, as well as study suites. These study suites are equipped with computers and provide a study area for students.

#### Discipline-Specific Computer Labs: 17

There are 17 computer labs equipped with software and peripheral hardware that are specialized for academic majors. The state-of-the-art technologies in these labs allow for specialized instruction designed for specific disciplines. The graphics art lab has the latest multimedia graphics technology and is used by students in the undergraduate multimedia graphic design major and the e-learning graduate program. The Biology Imaging Learning Lab (BILL) with networked microscopes, computers and digital cameras allows students and faculty to capture digital microscopic images and incorporate them into lab reports and Web sites or display them for the entire class to see. The English labs are networked with special editing software so that students and faculty can exchange and edit each others' documents. The foreign language lab is equipped for students to practice their verbal and listening skills and to interact with students from other campuses and foreign countries using videoconference capabilities. The music keyboard lab empowers students to compose music on the piano and simultaneously create musical notation. This keyboard lab also provides online interactive tutorials for music students. In the physics lab, simulations allow students to study the physics of events, such as collisions, which were previously impossible to study in a classroom. NSU also has two mobile labs - the mobile tablet lab for the School of Education and the mobile laptop lab for Health and Physical Education. These mobile labs are available for students to use in their classes, helping to prepare them to work with current technologies.

Discipline-Specific Labs	Building & Room	# of Computers
Art: Graphics	SP 109	29 (MAC Lab)
Biology Imaging	MJ 238	25
Business	LH 224	30
Business	LH 325	30
Chemistry	MJ 303	25
Computer Repair	LN 109	13
Education Mobile Tablet Lab	Gerber Building	10
E-learning	MJ 140	17
E-learning	MJ 141	11
Fitness Mobile Laptop Lab	Barnett Center	30
Foreign Language	MJ 244	13
English	MJ 145	29
English	SP 101	25
Library	LIB 213	16
Music Keyboard	SP 313	12
Physics	MJ 112	13
Reading Clinic	GB 152	9

### Videoconferencing (10 DDN studios, 2 dual-purpose classrooms and IP capability in all smart classrooms)

Videoconference technologies (Digital Dakota Network and Internet Protocol) are used to deliver high school through graduate-level instruction to students nationally and internationally. The Digital Dakota Network links students throughout South Dakota. Internet Protocol videoconferencing technology allows national and international interaction. NSU's dual-purpose classrooms have both DDN and IP capabilities. NSU also provides access to online virtual classroom software, allowing students and instructors to interact via the Internet. In addition these technologies link NSU classrooms to experts and resources around the world.

#### Wireless Access

Secure wireless is available in multiple buildings across campus. The secure wireless is available for NSU faculty, staff and students. The new Technology Center and Gerber Building provide wireless access throughout the buildings. Secure wireless is also available in areas of the Barnett Center, Mewaldt-Jensen and Spafford Hall. NSU recently completed installation of access points in portions of the residence halls, as well. Guest access to the Internet has also been established in the Beulah-Williams Library and the Student Center commons area, meeting rooms and dining areas.

#### Online Course Materials

At NSU many faculty members make use of course management software to provide course materials to students over the Internet. These online courses include online lecture notes, videos of class, illustrations from the text, practice quizzes, online exams, chat rooms and bulletin board communication tools, and student grades. These resources are used in a variety of ways by professors and students across campus. More than 400 courses use the course management software (2004 data).